

SERGEANT BLUFF, IOWA
Planning and Zoning Commission Minutes

401 4th Street, 6:00 PM

November 3, 2021

Chairman Kehrt called the meeting to order at 6:00 pm

Attendee Name	Title	Status	Arrived
Chad Kehrt	Chairman	Present	
Anthony Lamb	Vice Chairman	Absent	
Mark Monson	Board Member	Present	
Wayne Johnson	Board Member	Present	
Glenda Moriarty	Board Member	Present	
Kevin McGregor	Board Member	Present	
Shawn Streck	Board Member	Present	
Michelle Colvert	Board Member	Present	
Dan Hunter	Board Member	Present	

Also in attendance were:

James Colvert, Building Inspector

Danny Christoffers, Secretary

Approve the Minutes

A motion was made by Monson, seconded by Streck to approve the minutes of the September 7, 2021 Regular Meeting.

All ayes, motion carried.

Public Hearing @ 6:00 pm

A motion was made by McGregor, seconded by Colvert to open the public hearing at 6:01 pm.

All ayes, motion carried.

Garry Clark, 803 Glenwood Court, asked if RV parks had been discussed by the Planning & Zoning Commission in the past.

Chad Kehrt said that it was had been brought to the Planning & Zoning Commission to have the zoning ordinance change. The P&Z recommended that it be allowed as a conditional use permit.

Garry Clark asked if he could receive a copy of the minutes from the previous meetings.

Danny Christoffers said that he could provide those to him. He explained that Charlie Woodford had appeared before the City Council to request a change to allow RV's in his parks. The Council requested that the Planning & Zoning Commission review a possible ordinance to allow that with controls. The Planning & Zoning Commission review that request and recommended approval to the City Council.

There was discussion regarding a previous time when Charlie Woodford was allowed RV's by a Temporary Use Permit when work at CF Industries produced a need for RV parking.

Dennis Hansen, 401 B Street, his backyard is next to the trailer court. He's lived there for 41 years. In those years he's only had 3 good neighbors. He described how garbage blows into his yard, loud stereo's being played all night. He's opposed to having RV's. He knows Charlie is a businessman, but with this comes parties and beer cans. His wife is also opposed to it.

Danny Christoffers said that he provided a recommendation letter with suggested conditions.

A motion was made by Monson, seconded by Streck to close the public hearing at 6:08 pm.
All ayes, motion carried.

Commission Discussion and Vote:

Kevin McGregor explained that in a previous meeting Charlie Woodford had indicated that he would begin with using just some lots in one of his parks and then expand out if needed. The request appears to be for all the lots?

Michelle Colvert asked if his request was to utilize all three parks as shown on his application?

Charlie said that unless there is a huge project similar to what was had with CF, he doesn't foresee that he would need to utilize all three parks. He expects these people to stay 6-8 weeks and then rotated.

Michelle asked how many lots he has open at Woodford Park.
Charlie said that he has 17 empty vacancies.

Shawn Streck said that there is some consternation from the neighbors about the folks who would be coming in and out. He asked if it would be possible to start at one of the other parks. Charlie said that he could start at any park. He was not sure how many open lots he had at the other parks. He was targeting Woodford because it has the smallest lot size.

Kevin asked if the lots were in one location.
Charlie said they were all over.

Kehrt asked about how nuisances would be policed.
James Colvert said that would be handled through the Police Department.

Dan Hunter asked if it would be possible to start off by the baseball fields and stay off the B Street area.
Charlie said he could do that.

Shawn also asked if he could keep those RV's away from where it butts up against other homes.
Charlie said he could do that.

Mark Monson asked about the work hours.
Charlie explained that many of them work 12 hour days, they're gone a lot. He doesn't know how long they'll stay. They have homes someplace else.

A motion was made by Kehrt, second by Monson to recommend to the Board of Adjustment the approval of the conditional use permit submitted by Charlie Woodford for Woodford Mobile Home Park (501 B Street) only based upon the recommendations and conditions that were provided by the City Clerk which are provided below:

1. Charlie Woodford will retain all utility accounts used for RV Interim Parking in his name. Payments for the utility accounts will be made in a timely fashion by Charlie Woodford and any dispute between Charlie Woodford and the tenant regarding the billed charges will be a private matter and not involve the City.
2. Charlie Woodford will provide a list of all the lots that will used be for RV Interim Parking to the City Clerk. He will provide periodic updates for additional lots. A lot may be removed from the list when occupied by a manufactured home.
3. The Conditional Use Permit shall be approved for the duration of one year, to be reviewed for potential modification and continuance at the end of that year. In the event that the City encounters a major administrative or technical difficulty prior to the end of the first year, the City may request that the Conditional Use be suspended or modified by appealing to the Planning & Zoning Commission and Board of Adjustment.
4. Charlie Woodford will have the meters pulled for the lots used (allocated) for RV Interim Parking at the end of the Season (October) and reinstalled at the beginning of the season (April), he will not be billed the minimum basic water or electric charge during the months when the RV lots are not in use. He will be permitted to have the meters installed for RV parking during the off-season on a limited basis, in the event that a lot continues to have frequent turnover of customers he will agree to keep the meters installed in the off-season and incur all applicable charges.

Roll Call Vote: Kehrt- yes; Lamb- absent; Monson- yes; Johnson- yes; Moriarty- yes; McGregor- yes; Streck- yes; Colvert- yes; Hunter- yes;
Unanimous Motion carried.

Minor Subdivision Application:

A motion was made by Colvert, second by Streck to accept the Minor Subdivision Application submitted by Dan Hiserote, President of Coffie Field Developers for 3 lots with 3-5 dwelling units.

All ayes, motion carried

A motion was made by Colvert, second by Streck to set a public hearing date to consider the Minor Subdivision for November 16th or 17th.

All ayes, motion carried.

Public Hearing @ 6:00 pm

A motion was made by McGregor, second by Streck to open the public hearing at 6:28 pm
All ayes, motion carried.

James Colvert said that Dan Hiserote is looking to rezone part of the parcel rather than the whole parcel. The application stated that it was requesting a rezone from AR, that parcel was previously rezoned to RS150. RS150 says that you're allowed 15,000 square feet for a minimum lot size.

With his construction plan he is showing 3 buildings, with the current zoning he would only be able to have two parcels. If it's changed to RS80 he would be able to fit the three structures that he is looking to build which has a minimum lot size of 8,000 square feet.

Shaw Streck said that one of his concerns is traffic on Warrior Road. How many driveways will go onto Warrior Road?

Dan Hiserote said that these would exit on Zach Road.

There was discussion about future development on the remaining portion of the existing parcel which would exit onto Warrior Road.

Chad Kehrt asked if there is "no parking" on Zach Road?

James said there is none.

Chad expressed concern with the driveways coming out onto Zach Road

Dan said that this zoning request is similar to other zoning in the area. He suggested finding out if parking is an issue on Zach Road before making it "no parking".

There was further discussion about the zoning classification of surrounding properties.

Danny Christoffers said that the public hearing notice was published, posted, and mailed in the property owners within 200 feet.

A motion was made by Colvert, second Monson to close the public hearing at 6:37pm.

All ayes, motion carried.

Commission Discussion and Vote:

A motion was made by McGregor, second by Colvert to recommend approval to the City Council the Rezoning Application submitted by Dan Hiserote, President of Coffie Field Developers to rezone from RS-150 ("Single Family Residential") to RS-80 ("Single Family Residential") the western portion of parcel 884732327011 described as follows:

The West One Hundred Forty-five and Twenty Hundredths feet (W 145.20') of Lot Three (3), Pioneer Valley subdivision in the Northeast Quarter (NE ¼) Southwest Quarter (SW ¼), Section Thirty-two (32), Township Eighty-eight (88) North, Range Forty-seven (47) West of the Fifth Principal Meridian, City of Sergeant Bluff, Woodbury County, Iowa. Said parcel being more particularly described as follows: Commencing and beginning at the Northwest corner of said Lot Three (3) thence North Eighty-nine Degrees Sixteen Minutes Twenty-seven Seconds (N 89°16'27") East (an assumed bearing) along the North line of Lot Three (3), One Hundred Forty-five and Twenty-two Hundredths feet (145.22'); thence S Zero Degrees 18 Minutes Forty-nine Seconds (S 0°18'49") West, Two Hundred Ninety-nine and Ninety-seven Hundredths feet (299.97') to the North line of Serenity Point First Addition and the South line of Lot Three (3) Pioneer Valley; thence South Eighty-nine Degrees Seventeen Minutes Thirty-four Seconds (S 89°17'34") West along said line for One Hundred Forty-five and Twenty-two Hundredths feet (145.22') to the Southwest corner of Lot Three (3); thence North Zero Degrees Eighteen Minutes Forty-nine Sections (N 0°18'49") East for Two Hundred Ninety-nine and Ninety-two Hundredth feet (299.92') along the West line of Lot Three (3) to the point of beginning.

Said description contains 0.999 acres more or less.

More generally described as the western portion of the lot located immediately south of Warrior Road and east of Zach Road.

Roll Call Vote: Kehrt- yes; Lamb- absent; Monson- yes; Johnson- yes; Moriarty- yes; McGregor- yes; Streck- yes; Colvert- yes; Hunter- yes;
Unanimous Motion carried.

Comments and updates

Danny Christoffers said that the City Council approved proceeding with the Comprehensive Plan. We are tentatively looking at having two members of the Planning & Zoning Commission on the Steering Committee.

Community Development Corporation Update

None.

Adjourn:

A motion was made by Johnson seconded by McGregor to adjourn at 6:42 pm.
All ayes, motion carried.

Danny Christoffers, P&Z Secretary

Chad Kehrt, Chairman